

SECRETARY OF THE NAVY (RESEARCH, DEVELOPMENT AND ACQUISITION)

DON DAWIA Operating Guide

December 21, 2011

<p>EDUCATION</p> <p>Degree and credit hours must be recorded on a college transcript from an institution of higher education that is accredited by a regional agency, which is approved by the Secretary of Education to grant accreditation. Quarter- or trimester-hours must be converted to semester hours</p>	<p><input type="checkbox"/> Baccalaureate degree from an accredited educational institution, and</p> <p><u>One</u> of the following:</p> <p><input type="checkbox"/> 24 semester credit hours from among the following disciplines: <i>accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management.</i></p> <p><input type="checkbox"/> 24 semester credit hours in the person's career field and 12 semester credit hours in the disciplines listed above in italics. Credit hours within the person's career field may also satisfy the requirement for part or all of the 12 credit hours in the disciplines listed above. The same hours may be used to meet both requirements.</p> <p><input type="checkbox"/> 24 semester credit hours in the person's career field and training equivalent to 12 semester credit hours in the disciplines listed above in italics.</p>
<p>CERTIFICATION LEVEL</p>	<p><u>One</u> of the following:</p> <p><input type="checkbox"/> DON civilian employee or military member certified at Level II or above in an Acquisition Career Field.</p> <p><input type="checkbox"/> Individual from outside DoD selected for a Critical Acquisition Position – qualified for certification at level II or above.</p>
<p>POSITION AND RANK</p>	<p><u>One</u> of the following:</p> <p><input type="checkbox"/> DON Civilian: Must occupy a DON Acquisition Position at the GS-13 or higher grade (or equivalent) or tentatively selected for a KLP or CAP.</p> <p><input type="checkbox"/> DON Military: Must be at the O-4 grade (vice O-4 select) or higher.</p>
<p>EXPERIENCE</p>	<p><input type="checkbox"/> 4 years of service in an Acquisition Position either in the DoD or in a comparable position in industry or government.</p> <p>> For Unrestricted Line Officers (URLs) only: Up to 18 months of acquisition experience may be credited for the same amount of time in CDR (O-5) or CAPT (O-6) command tour when responsibilities demonstrate program management competencies such as planning, execution, business acumen, resource management and interface with the materiel establishment(s).</p>
<p>Other</p>	<p><input type="checkbox"/> CDR command screen for Surface Warfare and Submarine Warfare officers only.</p>

Table 9-1 Acquisition Corps Membership Requirements